

**A RESOLUTION
BY CITY UTILITIES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 WITH THOMAS CLEANING SERVICES D/B/A TURF CARE SERVICES FOR FC-6007000069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED THOUSAND DOLLARS AND NO CENTS (\$400,000.00) ; THAT ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 5222001 (CONSULTING / PROFESSIONAL SERVICES) 4430000 (TREATMENT) IN THE FOLLOWING AMOUNTS: FY 2010- \$78,500.00 AND FY 2011- \$321,500.00; AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta ("City") entered into an agreement with Thomas Cleaning Services d/b/a Turf Care Services for FC-6007000069, Annual Contract for Grounds Maintenance Services, pursuant to Resolution 08R0162; and

WHEREAS, the original term of the agreement was for one (1) year with three (3) one (1) year renewal options at the City's sole discretion; and

WHEREAS, Thomas Cleaning Services d/b/a Turf Care Services has performed the contracted services to the satisfaction of the Department of Watershed Management and the City; and

WHEREAS, the City did enter into Renewal No. 1 with a term commencing April 25, 2009 through April 24, 2010 pursuant to Resolution 08R2280; and

WHEREAS, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended that the City enter into Renewal Agreement No. 2 with Thomas Cleaning Services d/b/a Turf Care Services for FC-6007000069, Annual Contract for Grounds Maintenance Services, in an amount not to exceed Four Hundred Thousand Dollars and No Cents (\$400,000.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES that the Mayor is authorized to enter Renewal Agreement No. 2 with Thomas Cleaning Services d/b/a Turf Care Services for FC-6007000069, Annual Contract for Grounds Maintenance Services, on behalf of the Department of Watershed Management in an amount not to Four Hundred Thousand Dollars and No Cents (\$400,000.00).

BE IT FURTHER RESOLVED, that the term of Renewal Agreement No. 1 will be from April 25, 2010 through April 24, 2011.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to prepare an appropriate Agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that the Agreement will not become binding on the City, and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to Thomas Cleaning Services d/b/a Turf Care Services.

BE IT FURTHER RESOLVED, that the funding of the Agreement shall be subject to and expressly contingent upon the City's adoption and approval of the FY 2011 budget and the appropriation of sufficient funds to the associated funding sources.

BE IT FINALLY RESOLVED, that all contracted work shall be charged to and paid from Fund Department Organization and Account Number 5051 (Water And Wastewater Revenue Fund 170407 (DWM Drinking Water Facility Maintenance) 5222001 (Consulting / Professional Services) 4430000 (Treatment) in the following amounts: FY 2010- \$78,500.00 and FY 2011- \$321,500.00.



KASIM REED
MAYOR

CITY OF ATLANTA
55 TRINITY AVENUE., SW, SUITE 5400, SOUTH BLDG.
ATLANTA, GEORGIA 30303-0324
OFFICE (404) 330-6081
FAX (404) 658-7194

DEPARTMENT OF
WATERSHED MANAGEMENT
ROBERT J. HUNTER
Commissioner

M E M O R A N D U M

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Robert J. Hunter, Commissioner
Department of Watershed Management *Robert J. Hunter*

DATE: February 9, 2010

RE: **Legislative Request for Renewal No. 2 for FC-6007000069, Annual Contract for Ground Maintenance Services (Bureau of Drinking Water) – Revised**
Contractor: Thomas Cleaning Services d.b.a. Turf Care Services

Please prepare the appropriate legislative summary for Cycle 5 (March 15, 2010) to approve the renewal for FC-6007000069, Annual Contract for Ground Maintenance Services with Thomas Cleaning Services d.b.a. Turf Care Services.

These services shall be charged to the following FDOA: **Bureau of Drinking Water (FYI 2010) 5051 (Water & Wastewater Revenue Fund). 170407 (DWM Water – Facility Maintenance). 5222001 (Repair & Maintenance – Building). 4430000 (Treatment) - \$78,500.00; and (FYI 2011) 5051 (Water & Wastewater Revenue Fund). 170407 (DWM Water – Facility Maintenance). 5222001 (Repair & Maintenance – Building). 4430000 (Treatment) - \$321,500.00. In an amount not to exceed Four Hundred Thousand Dollars and No Cents (\$400,000.00).**

If you have any additional questions concerning this matter, please feel free to contact Cynthia P. Brinkley, Contracting Officer, Sr., at (404) 330-6096.

Your assistance in this matter is appreciated.

C: Sheila Pierce, Deputy Commissioner – DWM
Chris Hebbard, Deputy Commissioner – BODW
Keith Brooks, Contract Administrator, Sr. – DOP
Gwendolyn J. Carswell, Watershed Manager – DWM
Maisha Land-Wood, Legislative Liaison – DWM
Karla Brown, Accounting Manager – BODW
Jimmy Gragg, - Water Utility Manager – BODW
Mano Smith, Contracting Officer – DOP
Kimberly Lyons, Contracting Officer – DOP
Cynthia P. Brinkley, Contracting Officer, Sr. – DWM



CITY OF ATLANTA
DEPT. OF PROCUREMENT

07 DEC 10 AM 11:38

CITY OF ATLANTA


Shirley Franklin
Mayor

SUITE 1700
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6010 Fax: (404) 658-7359
Internet Home Page: www.atlantaga.gov

OFFICE OF CONTRACT COMPLIANCE
Hubert Owens
Director
howens@atlantaga.gov

MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Hubert Owens, Director 
Mayor's Office of Contract Compliance

RE: Bid Recommendation for FC 6007000069, Annual Contract for Grounds
Maintenance Services

DATE: December 7, 2007

The Office of Contract Compliance has reviewed the three bids for minority and female business enterprise participation. All three bidders have been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilize AABEs and FBEs as indicated below:

Greenwood Group

ARTEP	AABE 28%
Curvature Landscapes, Inc.	FBE 6%
Participation Total	34%

Turf Care

D & G Unique Cleaning Services	AABE 14%
MST Company	ABE 12%
Dream San, Inc.	FBE 4%
MH Michael Landscape Architects	FBE 2%
Eco-logical, Inc.	FBE 11%
Participation Total	43%

Ed Castro Landscape, Inc.

Standard Landscape, Inc.	AABE 41%
Curvature Landscapes, Inc.	FBE 8%
Participation Total	49%

If you have questions, please contact me at (404) 330-6010 or Bruce T. Bell at (404) 330-6009.

cc: File
Mano A. Smith, DOP

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview:

Caption:

Council Meeting Date:

Requesting Dept.:

FAC Confirmed by:

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose of this legislation is to authorize the City of Atlanta to enter into Renewal Agreement No. #2 for FC-6007000069. Annual Contract for Grounds Maintenance Services approve funding in an amount not to exceed Three Hundred Fifty Thousand Dollars and No Cents (\$350,000.00).

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The purpose of this legislation is to provide an Annual Contract for Grounds Maintenance Services for the Department of Watershed Management. These services will provide for the Department of Watershed Managements various facilities. These services shall include mowing, trimming, edging (metal edging blade), removal of leaves, sticks and debris from all grounds, paved areas, catch basins and gutters.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:** N/A
- (c) **Bids/Proposals Due:** N/A
- (d) **Invitations Issued:** N/A
- (e) **Number of Bids:** N/A
- (f) **Proposals Received:** N/A
- (g) **Bidders/Proponents:** N/A
- (h) **Term of Contract:** One (1) year with Three (3) one (1) year renewal options.

4. Fund Account Center (Ex. Name and number): FDOA: FYI 2010 - Bureau of Drinking Water - 5051 (Water & Wastewater Revenue Fund). 170407 (DWM Water-Facility Maintenance). 5222001 (Repair & Maintenance-Building.4430000 (Treatment) - \$78,500.00); **FY 2011 Budget:** 170407 (DWM Water-Facility Maintenance). 5222001 (Repair & Maintenance-Building.4430000 (Treatment); - **\$321,500.00**; - ; in an amount not to exceed **Three Hundred Fifty Thousand Dollars and No Cents (\$400,000.00)**.

Fund: _____ **Account:** _____ **Center:** _____

5. Source of Funds: *Example: Local Assistance Grant*

6. Fiscal Impact: Three Hundred Fifty Thousand Dollars and No Cents (\$350,000.00).

Example: This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.

7. Method of Cost Recovery: N/A

Examples:

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: Cynthia P. Brinkley, Contracting Officer, Sr., ext. 6096.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: City Utilities Committee

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 WITH THOMAS CLEANING SERVICES D/B/A TURF CARE SERVICES FOR FC-6007000069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED THOUSAND DOLLARS AND NO CENTS (\$400,000.00) ; THAT ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 5222001 (CONSULTING / PROFESSIONAL SERVICES) 4430000 (TREATMENT) IN THE FOLLOWING AMOUNTS: FY 2010- \$78,500.00 AND FY 2011- \$321,500.00; AND FOR OTHER PURPOSES.

Council Meeting Date: March 15, 2010

Requesting Dept.: Watershed Management

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose of this legislation is to authorize the City of Atlanta to enter into Renewal Agreement No. #2 for FC-6007000069, Annual Contract for Grounds Maintenance Services in an amount not to exceed Three Hundred Fifty Thousand Dollars and No Cents (\$350,000.00).

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The purpose of this legislation is to provide an Annual Contract for Grounds Maintenance Services for the Department of Watershed Management. These services will provide grounds maintenance services at various Department of Watershed Management facilities. These services shall include mowing, trimming, edging (metal edging blade), removal of leaves, sticks and debris from all grounds, paved areas, catch basins and gutters.

LEGISLATIVE SUMMARY
FC-6007000069, Annual Contract for Grounds
Maintenance Services (Renewal No. 2)

TO: CITY UTILITIES COMMITTEE

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 WITH THOMAS CLEANING SERVICES D/B/A TURF CARE SERVICES FOR FC-6007000069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED THOUSAND DOLLARS AND NO CENTS (\$400,000.00) ; THAT ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 5222001 (CONSULTING / PROFESSIONAL SERVICES) 4430000 (TREATMENT) IN THE FOLLOWING AMOUNTS: FY 2010- \$78,500.00 AND FY 2011- \$321,500.00; AND FOR OTHER PURPOSES.

Committee Meeting Date: March 9, 2010

Council Meeting Date: March 15, 2010

Legislation Title: RENEWAL AGREEMENT NO. 2 FC-6007000069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE SERVICES

Requesting Dept.: Watershed Mangement

Contract Type: SERVICES-BID

**Advertisement: Atlanta Journal Constitution: 9/16/07
Web: 9/14/07**

Bids/Proposals Due: October 24, 2007

Invitations Mailed: 80

Bids/Proposals Received: 5

Bidders:

1. Southern Landscape Group, LLC (no bid bond/incorrect number of copies submitted)*
2. Ed Castro Landscaping, Inc.
3. Turf Care Services
4. Greenwood Group
5. WCC Landscaping (no bid bond submitted)*

*deemed non-responsive

Contractor: Thomas Cleaning Services d/b/a Turf Care Services

Estimated Value: \$400,000.00

Scope Summary: The scope of work will provide grounds maintenance services at various City facilities maintained by the Department of Watershed Management. Work will include: mowing, trimming, edging (metal edging blade), removal of leaves, sticks and debris from all grounds, paved areas, roofs, catch basins, and gutters.

Background: Original Agreement: 04/25/2008 – 04/24/2009
Renewal 1: 04/25/2009 – 04/24/2010

Evaluation Team: Representatives from the Department of Watershed Management and Office of Contract Compliance

Term of Contract: Period of one (1) year with three (3) one (1) year renewal options.

Fund Account Centers: 5051 (Water And Wastewater Revenue Fund 170407 (DWM Drinking Water Facility Maintenance) 5222001 (Consulting / Professional Services) 4430000 (Treatment) in the following amounts: FY 2010- \$78,500.00 and FY 2011- \$321,500.00.

Prepared By: Mano Smith, Contracting Officer

Contact Number: (404) 330-6351

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: Chief of Staff

Dept.'s Legislative Liaison: _____ Maisha L. Wood _____

Contact Number: _____ (404) 330-6887 _____

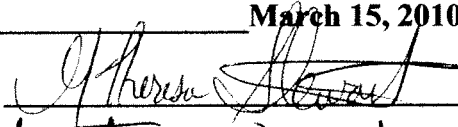
Originating Department: _____ Department of Watershed Management _____

Committee(s) of Purview: _____ City Utilities Committee _____

Chief of Staff Deadline: _____ February 23, 2010 _____

Anticipated Committee Meeting Date(s): _____ March 9, 2010 _____

Anticipated Full Council Date: _____ March 15, 2010 _____

Legislative Counsel's Signature: _____  _____

Commissioner Signature: _____  _____

Chief Procurement Officer Signature: _____  _____

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 2 WITH THOMAS CLEANING SERVICES D/B/A TURF CARE SERVICES FOR FC-6007000069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED THOUSAND DOLLARS AND NO CENTS (\$400,000.00) ; THAT ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 5222001 (CONSULTING / PROFESSIONAL SERVICES) 4430000 (TREATMENT) IN THE FOLLOWING AMOUNTS: FY 2010- \$78,500.00 AND FY 2011- \$321,500.00; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any): \$400,000.00

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____
(date) 3/22/10 (date)

Received by Mayor's Office: _____ Reviewed by: _____
(date) (date)

Submitted to Council: _____ (date)